The Secretariat of ICITO/GATT is seeking to fill the position of Budget Officer. Applications from men and women are equally welcome. Serving staff members who may be interested in this position are also invited to apply.

POST: Budget Officer

CATEGORY AND LEVEL: Professional - P.2 or P.3 according to qualifications and experience.

BASE SALARY:
- without dependants - US$24,856 to US$31,793 net p.a.

POST ADJUSTMENT: 1/

Allowances according to Staff Rules. Net salary and other emoluments are exempt from income tax and paid in Swiss francs.

TYPE OF APPOINTMENT: Initially fixed-term for two years.

ORGANIZATIONAL LOCATION:
Department of Coordination and Administration,
Administrative and Financial Division,
Budget and Control Section.

GENERAL FUNCTIONS:
The incumbent, under the supervision of the Chief, Budget and Control Section, will be entrusted with the following:

(a) participating in the preparation of the budget estimates;

(b) participating in the control of the budget executions, i.e. in the setting up of the monthly budgetary situation;

1/ This allowance is adjustable according to the movements in the cost of living and to changes in the official United Nations rate of exchange between the US dollar and the Swiss franc. The figures mentioned above, which should be added to the base salary figures, correspond to the exchange rate for July 1990.
(c) drafting of documents for the Committee on Budget Finance and Administration and for other purposes;

(d) drafting of reports on meetings.

DESIRABLE QUALIFICATIONS:

University degree or equivalent professional qualification in accounting, business or public administration or economics; several years' experience in international organizations and/or commercial companies or banks; ability to work on a computerized network; perfect command of English with an excellent working knowledge of French, knowledge of Spanish would be an asset.

APPLICATIONS:

A formal application should be submitted to:

Chief of Personnel
ICITO/GATT
Centre William Rappard
Rue de Lausanne 154
CH-1211 Geneva 21
Switzerland

CLOSING DATE OF THIS VACANCY NOTICE: 21 September 1990